

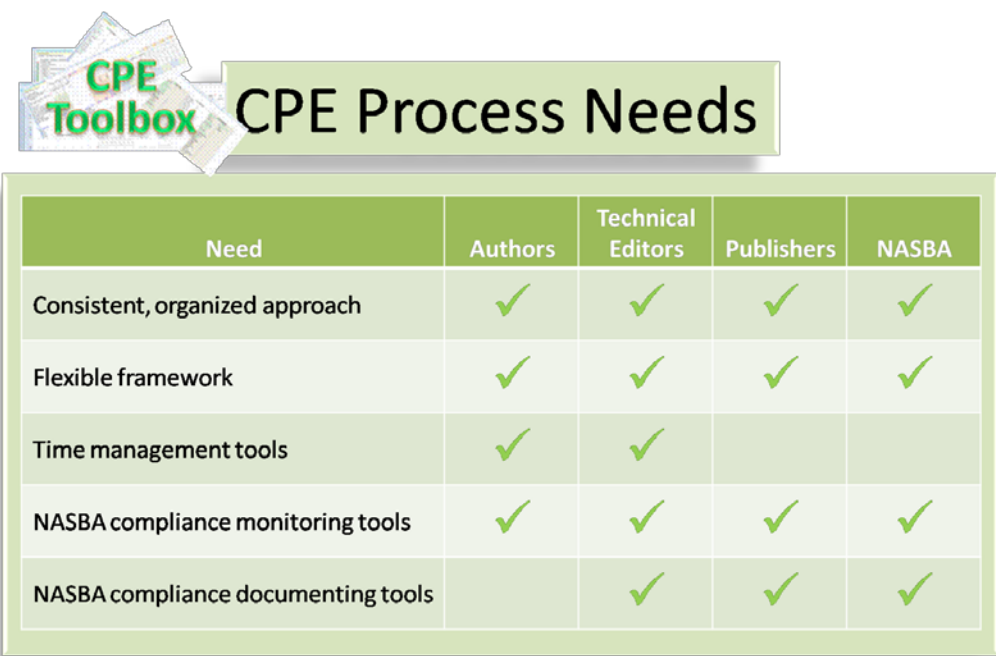
CPE Toolbox:

Tools for the CPE Industry

August 14, 2010

CPE Industry Needs

The CPE Industry is an ever changing environment, and stakeholder needs vary according to role. Publishers of all sizes must ensure and document compliance with NASBA requirements. They do this through the efforts of technical editors, who can benefit from a structured approach and from tools that help automate their work. Authors can benefit from structure and tools that help focus the creative effort and ensure NASBA compliance. For their part, NASBA auditors need efficient and effective means to verify compliance with NASBA CPE requirements. The graphic below indicates some of the needs to be considered in processing CPE courses.




CPE Process Needs

Need	Authors	Technical Editors	Publishers	NASBA
Consistent, organized approach	✓	✓	✓	✓
Flexible framework	✓	✓	✓	✓
Time management tools	✓	✓		
NASBA compliance monitoring tools	✓	✓	✓	✓
NASBA compliance documenting tools		✓	✓	✓

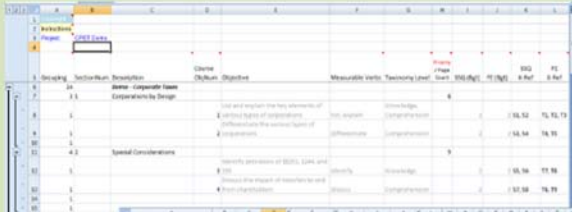
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CPE Toolbox provides an answer to these needs. Its worksheet approach provides authors a flexible framework that allows them to stay focused on their creative effort. Using **CPE Toolbox**, authors can organize their thoughts and time while they monitor compliance with NASBA standards and publisher requirements. Technical editors can use this product to manage their time and document their work; freelancers can utilize it to enhance billing documentation. Both publishers and NASBA will benefit from its consistent framework and compliance monitoring and documentation, all of which promotes efficiency and effectiveness in compliance audits.

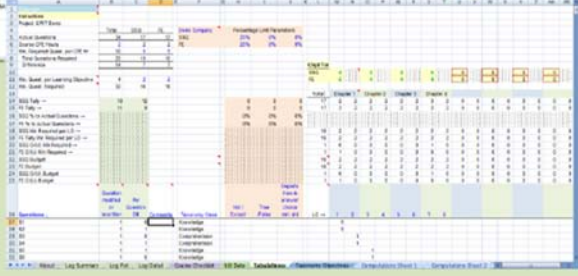
CPE Toolbox will continue to grow and change with the CPE industry as part of a community effort, based on input and feedback from its users. In this way, it can continue to benefit everyone in the CPE industry.



Features



Flexible format provides structure for authors and technical editors, and for cross-referencing



Other spreadsheets contain features such as project management and time management

Metrics monitor and document compliance with NASBA and other specifications

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CPE Toolbox

- **quickly adapts to changing needs** (such as the ability to quickly change parameters);
- **provides interactive exceptions reporting** that highlights deviations from benchmarks; and
- **allows analysis of captured data** in a variety of ways.

Find Out More

Go to www.lkjcpa.com, select “CPE Toolbox” from the menu, and choose “I Want a Demo” to arrange for a demonstration of **CPE Toolbox**.